

MINUTES
HOUGHTON-PORTAGE TOWNSHIP SCHOOLS
BOARD OF EDUCATION
July 21, 2025

Members Present: Baltensperger, Foltz, Burns, Salmi, Massaway, Cischke, Vertin

Members Absent: None

Also Present: Administrators Hill, Marcotte; Jason Evans, Ian Evans, Mike Massaway

PROCEDURAL MATTERS

1. Call to Order

Mrs. Massaway called the meeting to order at 5:30 p.m.

2. Public Comment

The Board received public comment.

3. Consent Agenda

Mr. Foltz with support from Mr. Burns moved that the Board approve the minutes of the June 16, 2025, regular meeting, July financial statements and bills in the amount of \$ 628,662.47. Motion carried unanimously.

4. Administrative Reports

Mr. Hill gave a report on events occurring in the district.

5. MASB, MASA & CCASB Reports

There was no CCASB report. Reports were given for both MASB and MASA.

6. Discussion/Action Items

1) Designation of Depositories for School Funds

Mr. Salmi with support from Mr. Baltensperger moved that the Board approve the designation of Superior National Bank as the depository of general fund, debt retirement, capital projects monies, federal tax deposits, athletics and school service accounts, and trust fund; Incredible Bank as the depository for the trust and agency fund; the Michigan Liquid Asset Fund as the depository for general fund and capital projects; and the Breakwater Federal Credit Union as the depository for the elementary trust and agency account. Motion carried unanimously.

2) Designation of Individuals Responsible for Posting Public Notice of Meetings

Mrs. Cischke with support from Mr. Salmi moved that the Board approve the designation of Sara Marcotte and Colette Patchin for posting public notice of meetings. Motion carried unanimously.

3) Delegation of Election Duties

Mr. Foltz with support from Mrs. Vertin moved that the Board approve the delegation of Sara Marcotte to attend to all election duties. Motion carried unanimously.

4) Adoption of Legal Reference Note

Mr. Baltensperger with support from Mr. Foltz moved that the Board designate themselves as a General Powers School District by operational law. Motion carried unanimously.

5) Approval of Organizational Memberships - MASA, MASB, CCASB

Mr. Foltz with support from Mr. Baltensperger moved that the Board approve the organizational memberships in the Michigan Association of Superintendents & Administrators, the Michigan Association of School Boards and the MASB Legal Trust Fund, and the Copper Country Association of School Boards. Motion carried unanimously.

6) Approval of Annual Retainer Contracts - School Attorney and Auditor

Mr. Burns with support from Mr. Salmi moved that the Board approve the annual retainer contracts with the Thrun Law Firm serving as school attorneys for school elections and matters pertaining to school law, and Anderson, Tackman and Company to serve as school auditor. Motion carried unanimously.

7) Resolution to Participate in School Bond Loan Fund

Mr. Baltensperger with support from Mr. Foltz moved that the Board approve a resolution to participate in the School Bond Loan Fund. Motion carried unanimously.

8) Designation of Carriers to Transport Students

Mrs. Cischke with support from Mr. Salmi moved that the Board designate Lamers Transit as the transportation provider for the district, all area schools, Copper Country I.S.D., Michigan Technological University, Houghton Transit Authority, Hancock Transit, and any other carrier designated by the Board or approved by the Superintendent as carriers to transport students. Motion carried unanimously.

9) Selection of Representative for CCASB

Mr. Baltensperger with support from Mrs. Vertin moved that the Board approve the selection of Mr. Burns as representative for the CCASB. Motion carried unanimously.

10) Approval of Board Member Travel

Mr. Foltz with support from Mr. Baltensperger moved that the Board approve member travel to MASB, MASA, and NSBA functions and seminars,

the U.P. Legislative Summit, the Governor's education summit, and local CCASB functions. Motion carried unanimously.

11) Resolution to Designate Julie Filpus as District Representative in the Absence of Superintendent

Mr. Salmi with support from Mrs. Cischke moved that the Board designate Julie Filpus as district representative in the absence of the Superintendent. Motion carried unanimously.

12) Resolution Setting the First Day of School for 2025-26 School Year

Mr. Foltz with support from Mr. Baltensperger moved that the Board designate Tuesday, September 2nd as the first day of school for the 2025-26 school year. Motion carried unanimously.

13) Resolution to Hire New Teaching Personnel

Mr. Foltz with support from Mr. Salmi moved that the Board approve the hiring of:

Kim Dart - Elementary Resource Room Teacher
Tony Hebert - Assistant JV Football Coach

Motion carried unanimously.

14) Resolution to Approve Operating Millage Renewal Language

Mrs. Vertin with support from Mr. Foltz moved that the Board approve operating millage renewal language. Motion carried unanimously.

15) Resolution to Approve the 2025 Annual Thrun Policy Updates


Mr. Burns with support from Mr. Foltz moved that the Board approve the 2025 annual Thrun policy updates. Motion carried unanimously.

16) Round Table/Discussion

7. Adjournment

There being no further business, Mr. Burns moved that the meeting be adjourned. Mrs. Massaway adjourned the meeting at 5:54 p.m.

Respectfully submitted,


Sara Marcotte, Acting Secretary


Mike Salmi, Board Secretary

Houghton-Portage Township School District, Houghton County, Michigan (the “District”)

A regular meeting of the board of education of the District (the “Board”) was held in the Houghton High School Library, within the boundaries of the District, on the 21st day of July, 2025, at 5:30 o’clock in the p.m. (the “Meeting”).

The Meeting was called to order by Amanda Massaway, President.

Present: Members Amanda Massaway, Brent Burns, Mike Salmi, Brad Baltensperger, Buck Foltz, Julie Cishke and Melissa Vertin

Absent: Members

The following preamble and resolution were offered by Member Melissa Vertin and supported by Member Buck Foltz:

WHEREAS:

1. This Board intends to submit a proposition at a special election to be held on Tuesday, November 4, 2025.
2. On or before 4:00 p.m. on Tuesday, August 12, 2025, the Board shall certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the “Election Coordinator”).

NOW, THEREFORE, BE IT RESOLVED THAT:

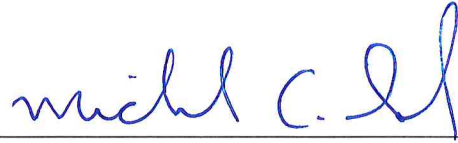
1. A special election of the school electors of the District be called and held on Tuesday, November 4, 2025.
2. The proposition to be voted on at the special election shall be stated on the ballots in substantially the form as set forth in Exhibit A.
3. The Election Coordinator is requested to:
 - a. Utilize The Daily Mining Gazette, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.
 - b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in substantially the form as set forth in Exhibit B attached hereto.
 - c. Provide a proof copy of the ballot to the District and its legal counsel in sufficient time to allow the ballot to be proofread prior to printing.
4. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, August 12, 2025.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Ayes: Members Amanda Massaway, Brent Burns, Mike Salmi, Brad Baltensperger, Buck Foltz, Julie Cishke and Melissa Vertin

Nays: Members None

Resolution declared adopted.



Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Houghton-Portage Township School District, Houghton County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the Open Meetings Act (Act 267, Public Acts of Michigan, 1976, as amended).



Secretary, Board of Education

JJS/clw

EXHIBIT A

HOUGHTON-PORTAGE TOWNSHIP SCHOOL DISTRICT OPERATING MILLAGE RENEWAL PROPOSAL

This proposal will allow the school district to continue to levy the statutory rate of not to exceed 18 mills on all property, except principal residence and other property exempted by law, required for the school district to receive its revenue per pupil foundation allowance and renews millage that will expire with the 2025 tax levy.

Shall the currently authorized millage rate limitation of 17.1103 mills (\$17.1103 on each \$1,000 of taxable valuation) on the amount of taxes which may be assessed against all property, except principal residence and other property exempted by law, in Houghton-Portage Township School District, Houghton County, Michigan, be renewed for a period of 5 years, 2026 to 2030, inclusive, to provide funds for operating purposes; the estimate of the revenue the school district will collect if the millage is approved and levied in 2026 is approximately \$2,500,000 (this is a renewal of millage that will expire with the 2025 tax levy)?

EXHIBIT B

**SUMMARY OF BALLOT PROPOSITION TO BE INSERTED IN THE
NOTICES OF LAST DAY OF REGISTRATION AND ELECTION:**

HOUGHTON-PORTAGE TOWNSHIP SCHOOL DISTRICT
OPERATING MILLAGE RENEWAL PROPOSAL
EXEMPTING PRINCIPAL RESIDENCE
AND OTHER PROPERTY EXEMPTED BY LAW
17.1103 MILLS FOR 5 YEARS

Full text of the ballot proposition may be obtained at the administrative offices of Houghton-Portage Township School District, 1603 Gundlach Road, Houghton, Michigan 49931-2699, telephone: (906) 482-0450.